

## Job Transition Fair Open Response 2005 - A

<p><b>Restaurant</b> Seeking a dishwasher – no experience necessary. Part time, flexible hours. TB skin test required. Apply in person: <b>The Restaurant</b> 555 Serve Drive 270-555-1234</p>	<p><b>Retail</b> Local video store is currently hiring dependable people-oriented associate. Part-time work; various shifts are available. Duties include video maintenance, restocking and light janitorial work. TB skin test, medical examination and criminal record check required. Please apply in person: <b>Clear Vue Video Rentals</b> 555 Hollywood Blvd. 270-555-4321</p>	<p><b>Pet Store</b> The Pet Food Center is seeking responsible individual to fill a part-time position stocking shelves, feeding animals and cleaning cages. Applications/resumes are accepted: <b>Pet Food Center</b> 300 Goldfish Lane or <a href="http://www.petfoodcenter.com">www.petfoodcenter.com</a></p>	<p><b>Childcare</b> Kids Zone is expanding and needs loving individuals to aid in the care of children. Criminal record check, TB skin test and medical exam required. Hours 10 – 6, benefits &amp; holidays. Applications at <b>Kids Zone</b> 23 Kid Drive No Phone Calls!!!</p>	<p><b>Construction</b> B.G. Construction is seeking an entry level full-time position; able to lift &amp; carry up to 100 lbs; experience helpful; medical examination required. Benefits are provided. Apply in person: <b>B.G. Construction</b> 505 Builders Lane 270-888-6543</p>	<p><b>Nursery</b> Local Nursery is in need of a part-time or full-time Greenhouse associate. Responsibilities will include watering plants, repotting, stocking, lifting &amp; carrying up to 100 lbs. required. Must be able to work in variable temperatures. Apply in person: <b>The Garden Center</b> 123 Solar Road 270-555-1234</p>
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### Seeking Employment

You want to begin working, to gain experience for your future.

- Review the above job postings from the Classified Ads.
- Choose one job that you will be willing to pursue, and explain how it matches your personal strengths and goals.
- Describe three strategies that you could use to convince the employer you are the person to hire.

## School \_\_\_\_\_

Name \_\_\_\_\_

Teacher\_\_\_\_\_

**List accommodations used:**

NA

Reader

Scribe

— Sense  
— Extended Time

Other – specify:

## Paraphrasing

- Prompting/cueing

- Prompting/coaching
- Use of technology

## **Job Transition Fair 2005 Open Response**

### **Academic Expectation**

2.35 Student demonstrate skills such as interviewing, writing, resumes, and completing applications that are needed to be accepted into college or post-secondary training or to get a job.

#### **KCCT:**

PL 4.1.1 – 4.1.4 - Jobs/careers reflect individual and societal needs

PL 4.2.1-4.2.4 - Factors for selecting/preparing for careers

PL 4.3.1 – 4.3.2 – Positive and negative work habits

PL 4.4.1 – 4.4.3 – Skills for future school/workplace

The Core Content assessed by this item includes:

- ♦ Writing a cover-letter
- ♦ Completing an application
- ♦ Securing references
- ♦ Preparing a resume
- ♦ Interview techniques
- ♦ Writing a follow-up letter
- ♦ Positive work habits and good work ethic
- ♦ Matching what likes and does well along with projected career goals

### **Instructional Strategies**

- ♦ Discuss relationship between personal strengths (ex. interests, aptitudes, abilities, work habits, etc.) and the selection of appropriate jobs and careers
- ♦ Describe the pros of matching personal strengths and interest to job/career choices
- ♦ Discuss work habits that are important to employers
- ♦ Teach basic strategies that a person can use to help convince a potential employer to hire him or her, for ex. preparing/sending resume, offering references/letters of recommendation
- ♦ Provide specific physical evidence of the quality of one's work habits (ex. work samples, photos or video tapes of products/services)
- ♦ Invite speakers from various career fields and experience levels. Ask them to stress how their personal strengths match their line of work.
- ♦ Have students to collect evidence of skills and abilities that could be integrated into a portfolio to show potential employers.
- ♦ Role play interviews
- ♦ Have student to complete an application, resume, and cover-letter